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No. 6/55

SUMMARY OF PROCEEDINGS

TRAINING OFFICERS MEETING

Thursday

17 Feb 55

1. The Office of Training (OTR) will arrange a special presentation, date to be announced, of the course in Instructional Techniques for FE Division personnel destined for [REDACTED]

25X1

2. In accordance with last week's recommendation, the Basic Orientation Waiver Test has been revised.

25X1

3.

[REDACTED]

4. Chairman of the Clandestine Services Training Committee is preparing a report for the Deputy Director of Central Intelligence advising him that one of the original intents [REDACTED] namely, to enroll more personnel in advanced training courses, has failed to meet its objective.

25X1

5. In the first offering of the Administrative Refresher course, it was apparent that some of the students had not been properly briefed prior to enrollment on the purpose of the course and why they were enrolled in it. It was agreed that Division Training Officers in the future will ensure that enrollees will be fully briefed prior to the opening date of the course.

6. [REDACTED] of the Security Office explained the reasons and procedure for obtaining clearance for external training at non-CIA facilities. He emphasized the need to process requests to the Security Office at least two weeks prior to the deadline for OTR processing.

7. Chief, FI, has approved the first three chapters of a career development manual which incorporates the view that experienced Clandestine Services personnel should serve tours of duty with OTR. The Director of Training (DTR) suggested inclusion of a statement to assure personnel that career development plans will continue and not be affected adversely by rotation to OTR.

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8. In view of the concern expressed by the CS Training Committee regarding the casting, clearance of film script, and controls on viewing OTR training films, OTR pointed out that:

- a) all scripts were fully coordinated in advance within DD/P;
- b) all personnel selected to participate in the films are considered in terms of operational security and are cleared with DD/P prior to final casting;
- c) OTR places restrictions on the audience to whom its films may be shown.

The Clandestine Services Training Committee agreed to assist in coordinating production of films in these respects.

25X1

9. Chairman, Clandestine Services Training Committee, queried OTR on its capabilities to offer a course of instruction on [REDACTED]

[REDACTED] OTR requested that the Clandestine Services Training Committee define the training objective and scope and terms of reference of the course and determine the extent of requirements which might exist for it within DD/P. It was agreed that such a course would be valuable and OTR planning would proceed on the basis of receipt of the requested information.

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